

Meeting minutes

Audit and Risk Assurance Committee

Meeting date Thursday, 05 November 2020

Meeting location MS Teams Meeting

Meeting time 11:30-13:30

Members	Attendees	Apologies
Ed Smith (Committee Chair) Non-Executive Director	[REDACTED] Head of Phase 2 Project Controls	Mark Thurston Chief Executive
Stephen Hughes Non-Executive Director	Michael Bradley Chief Financial Officer	
Roger Mountford Non-Executive Director	Allan Cook HS2 Ltd Chairman	
	[REDACTED] Deputy Director and Deputy Head of Project Delivery Profession, HS2 Phase 2a	
	Emma Head Safety and Assurance Director	
	[REDACTED] P-Rep	
	Kevin McGreal Interim Safety and Assurance Director	
	Non Owen (minutes) Company Secretary	
	[REDACTED] [REDACTED]	
	[REDACTED] [REDACTED]	
	[REDACTED] HS2 Apprentice: Business Administration	
	[REDACTED] [REDACTED]	
	[REDACTED] Phase 2a Project Controls Lead	
	[REDACTED] [REDACTED]	
	[REDACTED] Head of Programme and Corporate Assurance	

- 2.3.4 Submission of the BL is a dynamic process and discussions continue in parallel with the DfT. The Committee requested that should there be any substantive changes resultant from these discussions, the Board are notified in the Board paper;
- 2.3.5 Lessons learned which have been applied; and
- 2.3.6 At the time of the meeting, formal comments are awaited from P-Rep which will require a Management Response.

2.4 The Committee requested inclusion of the assurance done over the previous 15 months, as presented to the Committee, be included in the Board paper.

Action: [REDACTED]

2.5 The Committee requested that the Strategic Assurance Statement be considered by the Board prior to considering the BL2 paper at the November meeting.

Action: Company Secretariat

- 2.6 The Committee commended the amount of work to produce the BL and noted the positive working relationships between those involved in the development.
- 2.7 It was agreed that the Committee Members would receive and review the Strategic Assurance Statement prior to submission to the HS2 Ltd Board.

3 Any other business

- 3.1 There were no additional items of business raised for discussion.